

**Minutes of Village of Lancaster Community Development Corporation  
Meeting Date April 4th, 2018**

**Attendees:** Jim Allein, Bill Schroeder, John Chmarney, Bob Dimmig, Dawn Robinson, Robert Lawrence, John Mikoley

**Absent:** Shannon McNichol, Dawn Robinson

**Gallery:** Joe Marshall

Jim A. opened the meeting at 4:00PM

**Minutes:**

John M. made a motion to approve the minutes from March 7, 2018. Seconded by Bill S. and unanimously approved. John Chmarney made a motion to approve the minutes from the special meeting on March 14, 2018. Seconded by Bill Schroeder and unanimously approved.

**Audit Report from Drescher Malecki LLP** - Tom Malecki presented an audit report

**Treasurer's Report:** John M. gave the treasurer's report through March 2018 stating that our monthly checks were \$20,305.42 (ck 2761-2783). Higher than usual due to the expense of the audit report. Deposits \$14,901.02 for the month. YTD income \$139,481 budget \$133,015. Exp \$105,713 budgeted \$133,420. Bob D. made a motion to approve, Bill S. seconded and it was unanimously approved.

**Lease Updates:** John M. discussed Lilly Belle (LB) and their interest to take over the former Lickety Splitz (LS) space with the condition that the CDC installs two windows that had been discussed in the past. Joe Marshall was asked if he would like to discuss his proposed improvements. Jim A. approached the Historic Preservation Commission (HPC) regarding garage door and didn't see it as a problem. John M. noted that we are under budget on building improvements. Only \$6,200 spent out of \$15,000 budgeted for building improvements.

JM made a motion to amend the LB lease to state that they will grow into former LS space at the same lease rate that LB is currently paying with the condition that the Landlord provides installation of 2 windows and that the tenant will install garage door. This is with the condition that the receive building department and HPC approval. Seconded by Bill S. and unanimously approved.

**By-Laws Update:** Dawn R. is absent. Agreed that we would bypass the discussion today.

**Status of Property Purchase Proposal:** John M. stated that he discussed terms with Tommy Sweeney. The offer contract is now with Ed Murphy. John M. spoke with Ed to clarify everything is as discussed. Ed stated that he should have an executable copy within a week. John M. recommended sending to all CDC members and setting a special meeting to vote on the contract. Robert L. asked about the code compliance clause in the contract. That language was removed and altered to refer to "current condition". John M. noted that we will start incurring some expenses. Projected legal is approximately \$8,000 and was budgeted for. We have spent \$3,260 YTD for legal and budgeted \$9,900 for the year.

**Building Update / Improvements and Maintenance:** John C. discussed having Constellation Energy conduct a free energy efficiency program audit at no cost. John C. will schedule the audit.

Jim A. brought up an additional lease update with regard to the Music Academy taking over the vacant space.. Jim A. will call the tenant to inquire whether they will extend their upcoming lease and expand into the vacant space.

Electrical issue in the YMCA had a short circuit and caused damage that required replacement at an expense of approximately \$1,000. Emergency lighting being installed in the opera house area. Three current tenants agreed to retile the lower hall floor with their own material.

**Chamber Report:** John C. stated that the 2018 community leadership gala would be a good event to kick off some outreach by the CDC. The cost is \$300 to purchase a table. John M. stated that we already have \$300 budgeted for event sponsorship.

John M. made a motion to purchase a ticket for a table of 8 at the 2018 Community Leadership Gala Thursday May 17, 2018 at a cost of \$300. Seconded by Jim A. and unanimously approved.

**Village of Lancaster Report:** Bill S. stated that the sidewalk repair on the North side of Main street are being torn out and replaced under warranty. Discussion of a gutter was discussed since it was recommended by the sidewalk contractor.

Bill S. noted that Senator Gallivan has gotten money needed to complete the power project on West Main Street and might allow for September completion. This would provide a pedestal and power panel on each side of the street at the West end.

Bill S. instructed public works to install a fence and remove barricades to improve the appearance of the location. There are also new trash containers coming thanks to a grant that was originally obtained by the Town of Lancaster. These will be placed at the West end. The picnic tables will also remain.

**Additional Business:**

**Sale of Property on Walter Winter Drive:** Tom Fowler (Atty) approached Jim A. regarding the 1 foot strip of land on Walter Winter drive. Tom F's client is offering to purchase for \$1,600 which is the assessed value.

**Lancaster Garden Club Use of Parking Lot** Jim A. stated that the garden club would like use of the Northwest corner of the lot. Jim A. made a motion to allow use of the lot by the Lancaster Garden Club on 5/19/2018 from 10am - 5pm. Seconded by Bill S. an unanimously approved.

Jim A. spoke with Lynne Ruda. LaBella spoke with M&T and they were told the process was not in foreclosure. John M. clarified that it technically it is not.

John M. mentioned that Brian M. from M&T will soon not be involved. M&T (Valerie Breem from Dover) asked for updates. John M. stated that M&T is aware of the timeframes.

At 5:02pm John M. made a motion to adjourn, seconded by Bill S. and unanimously approved.

Respectfully submitted,

Robert Lawrence